2013 AmeriCorps State Application Selected Compliance Guidelines for Idaho

- The average cost per AmeriCorps member (MSY) will be $13,300. Continuations and re-competing grantees requesting a higher cost per MSY than in the previous year must include a compelling rationale for the increased cost per MSY in the Budget Adequacy/Cost Effectiveness section of the application narrative.

- All applicants must submit a copy of the agency's most recent A-133 single audit report or audit results from other applicable OMB requirements to the Serve Idaho Commission.

- All applicants should provide an evaluation completed in the last four years, if one is available. Evaluations must include a one-paragraph summary as a cover sheet.

- All AmeriCorps members are required to attend the Serve Idaho Annual Conference in North Idaho in February 2014. The registration fee for members is $140. Programs are responsible for travel, lodging and per diem expenses for meals not included in the conference.

- Programs must include $750 in their budgets to pay for Program Director meetings.

- Serve Idaho will charge a fee from each program to help cover administrative costs. The administrative fee will consist of one fifth (20%) of the total Corporation for National and Community Service (CNCS) program funds awarded. Please refer to the AmeriCorps Idaho State Application Instructions for guidance.

- As a portion of the annual training plan, programs must organize and host a pre-service orientation in accordance with guidelines set by the commission.

- All sub-grantees must use AmeriCorps in the project name. In addition, all program stationary, websites and press releases must state that funding is provided by Serve Idaho from the Corporation for National and Community Service.

- All sub-grantees must have internet access, e-mail and software compatible with the Corporation for National and Community Service's eGrants and My AmeriCorps Portal systems.

- If and when awarded, all sub-grantees must comply with all federal and state guidelines including submission of required reports and attendance at quarterly Program Director meetings.

- All AmeriCorps members need to be trained in Incident Command System (ICS) 100b and 200b http://training.fema.gov/emiweb/is/is100b.asp, http://training.fema.gov/emiweb/is/is200b.asp and National Incident Management System (NIMS) 700a and 800b courses http://training.fema.gov/emiweb/is/is700a.asp, http://training.fema.gov/emiweb/is/is800b.asp. These courses are taken online free of charge. The programs will maintain a copy of the certificates in the member files. In the event of a disaster Serve Idaho may request AmeriCorps members to assist in staffing an Emergent Volunteer Reception Center in their community.